

1. Parks Commission Sept Meeting

Documents:

[PARKS COMMISSION AGENDA 09072017.PDF](#)
[PARKS COMMISSION MINUTES 07062017.PDF](#)
[PARKS COMMISSION MINUTES 08032017.PDF](#)
[PARK COMMISSION 2017-09.PDF](#)

1.1. Parks Commission Meeting CIP

Documents:

[2019-2028 PARKS CIP - OVER 25K.PDF](#)
[PARKS CIP TIMELINE \(2\).PDF](#)



Commission Members: Dory Waxman, Chair, Jaime Parker, Vice Chair, Councilor Belinda Ray, Carol Hutchins, Craig Lapine, Cynthia Loebenstein, Meri Lowry, Michael Mertaugh, Nathan Robbins, Chelsea Malacara, Colette Bouchard, Zack Anchors and Amy Segal.

Parks Commission Agenda

September 7, 2017

5:00 PM

Portland City Hall

389 Congress Street, Room 24

City of Portland Commissions are not required to take public comment under FOAA and are Ordinance is silent regarding the duties of the Commission. The Commission has the discretion to not allow or allow public comment during its meetings, including the authority to limit the duration of comments. Since the Commission makes recommendations to the City Council, public comment is available at that level.

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|---|----------|
| I. General Citizen Comment Period | (5 min) |
| II. Agenda Items (<i>public comment taken on action items only</i>) | |
| a. Acceptance of Meeting Minutes July 6, 2017 | (5 min) |
| b. Acceptance of Meeting Minutes August 3, 2017 | |
| c. New Business | (90 min) |
| i. USM Portland Roundabout Project – Bedford Park | (10 min) |
| ii. 155 Sheridan Street – Acorn Engineering | (10 min) |
| iii. Friends & Community Partners CIP requests and workshop date | (10 min) |
| (<i>five minutes for each request from Friends Groups</i>) | |
| d. Communications/Updates | (15 min) |
| i. Portland Landing Update – Ethan | |
| ii. Monthly Parks Report – Ethan | |
| e. Commissioner requests for Agenda Items | (5 min) |

The Mission of the Portland Parks Commission is to advocate for the enhancement and stewardship of our parks and open spaces. Review and propose projects that impact parks and open spaces and recommend action. Foster collaboration among park users and the City. Promotes public access and enjoyment. Advocate for public and private funding for parks and open spaces. Enjoy Portland for Life



In attendance: Commission Members: Carol Hutchins, Cynthia Loebenstein, Dory Waxman, Chair, Jaime Parker, Vice Chair, Nathan Robbins, Chelsea Malacara, Colette Bouchard, Amy Segal, Zack Anchors and Councilor Belinda Ray. Staff members: Sally DeLuca, Ethan Hipple and Alli Carroll.

Parks Commission Minutes

July 6, 2017

5 PM

City Hall ~ 389 Congress Street ~ Room 24

Dory called the meeting at 5:05PM

I. General Citizen Comment Period

No public comment at this time.

II. Introductions

Dory asked everyone in the Commission to introduce themselves as this was the first public meeting with the new members. Meri began by stating that she independent civic & social organization professional, currently serving on five state and local commissions and boards of directors. She loves living in Portland. Carol mentioned that she has lived in Portland for fourteen years. She is employed at the Dow house, and is an active member for the Friends of Deering Oaks. Nathan has been in Portland for four and a half years now and loves it. He worked in Parks and Recreation for ten years and values the role the parks play and how essential they are to the community. Chelsea has lived in Portland for four years and has spent six years in Parks and Recreation. She was also a member of the Student Conservation Association and loves green spaces. Colette has lived in Portland for more than thirty years. Parks are a big part of life here and values them very much. Colette was also involved in the planning and creation of the Bayside Trail. Ethan stated that he is the Parks Director. He has been with the City for about a year and a half and loves his job. Sally is the Parks, Recreation & Facilities Director. She handles a fifteen-million-dollar operating budget. The Department handles the waterfront, parks, playgrounds, public facilities, city facilities maintenance, and public recreation events. The Parks Commission tends to oversee parks and recreation. Since Ethan has been with the City, the Department has done more recreation in parks. Also, Sally is third generation Portlander from Munjoy Hill. Dory has lived in Portland for thirty years. She moved down from Camden and Appleton, Maine. She has been involved in a lot in Portland including the schoolboard. She raised family here; Children and grandchildren. Finally, she is a business owner of a textile company. Alli is the Executive Assistant for the Department of Parks, Recreation & Facilities. She is mainly Sally's assistant and handles all paperwork, minutes and agendas for the Commission. Amy has lived in Portland for twenty-five years. Her husband grew up here. She is a landscape architect who has worked with the City for a long time. She is very happy to join this Commission and to be able to meet everyone on deeper level. Councilor Ray mentioned that she was not only appointed to this Commission, she specifically asked to be here. She has been in Portland for twenty-five years and raised two children here. Her favorite thing about Portland is how connected it is through green spaces. Jaime is with Portland Trails. He has lived in Portland for ten years and is raising two children in Portland Schools. He stated that his family's lives are enriched by the parks, trails and great people of Portland. Cynthia has lived in Portland for thirty-five years and has raised two children here. She is a practicing architect and the representative of the Friends of Evergreen. She is an avid user of parks, including: paddle boarding at Eastern Prom, hiking, tennis at Payson Park, etc. Zack stated that he is the Eastern Prom representative. He has lived in Portland for twelve years. Eastern Prom, Munjoy Hill and City parks drew him here. He enjoys Casco Bay and paddle boarding and kayaking at East End. Finally, Dory stated how lucky we are as a Commission to have such well-rounded, park loving members.

III. Agenda Items (public comment taken on action items only)

a. Acceptance of Meeting Minutes June 1, 2017

Dory said that we need a motion to accept the meeting minutes of June 1, 2017. Jaime moved to accept the minutes. Belinda seconded. All in favor. Passed unanimously.

**b. New Business**

Dory said that Acom Engineering is here for a brief presentation regarding the 155 Sheridan Redevelopment Project and introduced Olivia Dawson, Project Engineer. Olivia thanked Alli for getting the word to the Commission so that they can present today. She stated that they had received a lot of public feedback and have revised their plan. This is right next to Fort Sumner Park, by Washington Avenue and right in the midst of everything, so they are really trying to keep the public happy.

Olivia introduced Architect, Ryan Senatore. He said that they originally had a taller building, so they reduced the height so it doesn't block the view. This will be a nineteen unit, for sale condo building. First floor will be covered garage. 1:1 ratio. Then there will be three levels of residential above that. The facade is articulated and broken up to give it real character and texture. It is set back five feet from the property line and greenery will be in front.

Ryan continued to discuss the roof that they are planning to cover with greenery. There will be retaining walls because of the slight slope. There will also be nice exterior patios for the view. On top of the retaining wall, there will be a transparent fence for safety. In the packets provided to the Commissioners they will find material information, elevations, etc. Jaime thanked Olivia and Ryan for the presentation, however, he is curious about the sidewalk by Fort Sumner Park. He asked if they are required to complete the sidewalk; there is a missing sidewalk piece and he is hoping it is part of this project. Ryan said he is not sure. Nathan asked how a green roof came into the design. Ryan said that they thought it would be nicer to look at than just a roof. Storm water subsurface sand surface. Outlining. Won't be contributing. Amy asked how they are treating the retaining wall. Ryan replied that is will be a pile and lagging retaining wall, so there is no treatment at this time. Councilor Ray asked if the green roof is designed as a hangout space. Ryan said it was not. Jaime said that the greenery looks like a lot of one thing, have they done other renderings with other plantings. Ryan said at this point it is pretty neutral and uniform. Councilor Ray and Jaime suggested a pollinator garden to help with nature.

In addition, Jaime is worried the garage would look dead to the street. It is directly adjacent to the steps that come to the park. He asked Ryan and Olivia to please think about how it would contribute to the park. Amy was curious of how the maintenance to the roof would be handled. Would it be contracted? Ryan said that it would be contracted. Olivia added that an operation and maintenance plan will be part of their submission to the City. Olivia will forward Alli more information. A member of the public wished to make a public comment. Ethan said that it would be best to make public comment at the September meeting. Acom Engineering still had to go to Planning and then back to the Parks Commission for a vote. The Commission continued by thanking Olivia and Ryan for presenting.

IV. Communications/Updates**a. Flash Drives**

Alli had put together a flash drive for each Commission Member that contained the last year's agendas and minutes, annual reports, the inventory list, CIP, rules, ordinances, and contact lists. Staff thought it was appropriate due to the fact that the Commission had four new members. Everyone was very thankful for this information.

Dory then announced that she would like, in the next few weeks, to discuss subcommittees with the new members. She encouraged them to look at the descriptions and decide where they would like to focus their energy.

Councilor Ray excused herself.**b. Monthly Parks Report**

Ethan began by describing the highlights from the month. Had public meetings with skateboarding community and they went really well. Had about forty - sixty members of the public at each meeting. Have preliminary design for the skatepark expansion right now and are creating a committee to help us fundraise and move forward. Hoping to raise \$100,000 privately. We are encouraging skaters and younger generations on committee but are really looking for people with fundraising experience.

Forestry has planted one hundred fifty trees city wide. In addition to that they did thirty at Evergreen Cemetery.



Walk in the Parks Series; On August 13th, the Division will be holding a slow bike ride through Portland park history. Should be a lot of fun. All details are online. In Deering Oaks, we have a Park and Play program. Sally added that the School Department is providing lunches and they are receiving great feedback regarding the program. Ethan said that they had redone the Deering Oaks playground and poured the water feature. They will be having a grand opening.

Cynthia said that everything sounds terrific. She brought up an area of Evergreen Cemetery that has been cleared. Friends of Evergreen has received a lot of calls from worried members of the public that ask if we are adding parking. Ethan said that this is a misconception. The whole area is not going to be parking. Trees will be planted in the fall and then it will be reseeded. Basically it will be a wildlife habitat. There will be a shoulder on the side of the road. Amy asked if they have planted new trees in front of that. Ethan confirmed that they have. Cynthia asked how many parking spots will be available on the shoulder. Ethan said it should fit three to four cars. Amy said that the area looks very artificial but some more sculpting might make it a pretty cool space. It's an interesting raised up area. Ethan said that it is just restoration right now but this idea is a possibility for the future.

Jaime asked if the CIP requests were due tomorrow. Sally said that it got extended. Jaime asked if they had received a lot of input. Ethan said that they had and then proceeded to describe the CIP process to new commissioners. Dory brought up the idea of a workshop in the fall since they have moved the Green Space Gathering to spring. In the fall, we could do a workshop off peninsula with Friends Groups and come and listen to them. Nathan agrees and likes the idea a lot. Sally said that they did not have a lot of time to discuss the CIP. This year there will be more time for recommendations from Friends Groups and the Parks Commission. Ethan said that the workshop should be in September for timing reasons.

Dory suggested an orientation in August. Bus ride tour with Ethan and Sally to explore many of our parks and current projects.

Zack asked what the status of Fort Gorges was. Where will future closed dates be posted? Ethan said everywhere: Facebook, newspapers, website and twitter. Sal said the friends group is very excited. She proceeded to assure the Commission that they are not opening it up for public access until it is safe. They don't even have bathroom access right now.

Dory asked if Lincoln Park is on time. Ethan said it is at least two weeks late due to weather, they ran into ledge and pieces were backordered.

V. Commissioner requests for Agenda Items

Dory asked if there were any requests for the next agenda. Cynthia said Amethyst Lot. Dory said there was no new news. She then proceeded to ask the Commission if they could be flexible and have the meetings go longer than an hour and a half. Jaime likes the idea of flexibility but wishes the Commission to take all votes before 6:30pm in case anyone has to leave.

Nathan added that he would like to make the agenda notice regarding the public comment period a little friendlier. He would also like to move the mission to the top and public comment at bottom. He will send what he drafted to everyone. Finally, Nathan thought it might be a good idea to create a letter of support for the pilot and future growth of the Opportunity Crew program. It does so much good. He would be happy to draft it. Others thought it to be a good idea. Dory said let's think about it.

Dory called the meeting to a close. Nathan moved to end the meeting. Colette seconded. All in favor? Passed unanimously.



In attendance: Commission Members: Carol Hutchins, Cynthia Loebenstein, Dory Waxman, Chair, Jaime Parker, Vice Chair, Meri Lowry, Colette Bouchard, and Councilor Belinda Ray. Staff Members: Ethan Hipple and Sally DeLuca.

Parks Commission Minutes

Thursday, August 3rd, 2017

4:00 PM – 7:00 PM

Beginning and Ending at the upper parking lot of Cutter Street

The Parks Commission took a three hour bus tour to visit a number of well-known parks including Fort Allen Park, Portland Landing, Lincoln Park, Western Promenade, Eastern Promenade, Deering Oaks Park, Doherty Field, Ludlow Pond, Evergreen Cemetery and Baxter Boulevard.

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Sally L. DeLuca
Director

Department of Parks, Recreation & Facilities

Ethan Hipple
Director
Parks Division

Memorandum

TO: Parks Commission

FROM: Ethan Hipple, Parks Director

SUBJECT: Parks Division Update

DATE: September 2017

Parks CIP Process

Outreach to Friends and Neighborhood Groups resulted in responses from 6 groups. That feedback was incorporated into our 10 year CIP plan and submitted to Parks Commission for review and recommendations.

SCA Crew

Parks Division hosted an SCA Conservation Crew during July-August. The crew was made up of 8 high school-aged young people from around the country, and 2 adult leaders who are here in Portland for 3 weeks starting July 23. The crew camped on city property behind Casco Bay High School (PATHS) and built 100 feet of boardwalk, 3 bridges, and improved a mile of linear trail. City staff and Portland Trails provided technical support to the crew and the Land Bank provided funding for the materials and tools. Overall it was a great partnership that resulted in a great improvement to this property.

Maine Conservation Corps Crew

We have a contract to bring in our annual Maine Conservation Crew (MCC) this fall, most likely October. This college-aged crew will be working on technical trail projects throughout city properties--most likely Evergreen Cemetery Woods.

MCC Environmental Steward

Have put in an application for a 5 month intern who will assist with public outreach, volunteer engagement and event planning, Adopt-A-Spot program development.

Portland Landing/Amethyst Lot

Staff presented the conceptual design to the Economic Development Committee, where it was well received. Funding for continued design development has been proposed for 2019 CIP. In the meantime, Parks staff plan on making temporary improvements to create a pop-up park as an idea incubator for permanent park concepts.

Cousins Memorial

Cousins Memorial project moving forward. Funding through CIP and Friends of Eastern Prom. Looking at phasing project so site work can commence fall 2017. Landscape Architect has been



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Department of Parks, Recreation & Facilities

Ethan Hipple
Director
Parks Division

hired to draw construction plans. Public Works survey crews have assisted with surveying the site.

New Parks Positions

Have filled 2 out of 3 new positions, and have filled 1 existing position that was vacated. New positions are Arborist, Horticulture Maintenance Worker, and Playground Technician. Also filling one existing Parks Maintenance opening due to Stu Cushman being promoted to new Parks Foreman position.

Athletic Facility Prep for Fall Sports

Crews have painted 38 soccer, football and field hockey fields in the past two weeks on grass fields for the school department and youth groups. Both Stadium surfaces have been swept this week in preparation for season opening football games.

"A Walk In the Park" Series

Upcoming tours and lectures in Portland Parks:

- September 13 Big Tree Bus Tour with Jeff Tarling and Jill Mulkern, Lead Ranger
- More winter programs and lectures being developed--program has been popular and we plan to continue into the future.
- More info at: <http://www.portlandmaine.gov/1990/A-Walk-In-The-Park-Tours-and-Talks>

Pesticide Ordinance

Staff have been involved in Sustainability and Transportation Committee efforts to draft pesticide ordinance language. Due to city staff efforts to minimize pesticide use, 710 out of 721 acres of park land are already free of regular use of pesticides. Staff have recommended that some exemptions will be needed in the proposed ban so that the city does not face significant field replacement costs, threats to our highly-valued heritage trees and street trees, spread of invasive species, and prolonged responses to public safety issues.

Rising Tides at Preble Fields

Preble Street field has suffered damage from high tides pushing salt water up onto the field in the past several years. This has resulted in very poor field conditions so staff are moving some scheduled games and practices over to other fields to let the field recover.

Trees in Downtown District

Downtown street trees live in an especially harsh environment due to increased compaction, salt applications from business owners, and general wear and tear from the public. Staff have determined that trees are most successful in this district when planted in a raised planter with 6" granite curbing. This raises the tree above grade and salt intrusion, and keeps pedestrians off of root zone. Staff are planning multiple planter installations for Fall 2017. While costly, these



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raised planters result in a much healthier and longer living tree.

Deering Oaks Playground Improvements

Grand opening in July with over 100 attendees to celebrate complete re-design of Rocky Hill play area with labyrinth pathways, climbing rocks, water feature with hand pump and three dam releases, new trees, landscape plantings. Special thanks to Old Bug Light Foundation and Friends of Deering Oaks for providing funding for this project.

Deering Oaks Pond Wall

Parks Division has contracted with Woodard and Curran to evaluate pond wall and sidewalk alignment. Will provide complete recommendations, cost estimates and construction drawings for this future project.

Bayside Basketball

There is interest from community members about creating basketball courts in Bayside to meet demand of many middle school and high school aged youth living in the neighborhood. Staff are working with community members to explore options and potential locations.

Fort Gorges--Army Corps Project

Fort Gorges Army Corps work started on July 6th and is planned to wrap up by late September.. This phase of the project consists mainly of improving safety and visitor access. The Fort will remain open to the public during the project, with the exception of days that the contractor needs to work on the sole entry to the Fort. Other dates may also be announced or posted onsite. Even when access to the interior is allowed, certain sections of the Fort may be closed off due to construction.

Fort Gorges--Preservation Plan

In a separately funded project (grants and city funding), we have contracted with an engineer to produce a Preservation Plan for Fort Gorges. His work will provide us with cost estimates for future inclusion in CIP and private fundraising.

Fox Field Food Forest

Collaborating with East Bayside neighborhood association to design and permit Fox Field Food Forest. Wrote MOU concerning maintenance plan for Fox Field Food Forest--requiring 5-year maintenance agreement from East Bayside Neighborhood Association.

Planned Parks Website Upgrades

- Commissioned professional landscape photographer Corey Templeton to provide pictures of parks, playgrounds and cemeteries for website upgrade project. Moving to a more visual presentation of facilities, with large, professional photos.



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- Creating “Park Finder” google map to assist visitors and residents in finding park amenities. Will have the ability to show all park locations and amenities, or just playgrounds, or cemeteries and dog parks, or winter recreation sites and bike trails.

LED Lighting in Parks

Met with Lighting Consultant and city staff about city-wide LED lighting improvement plan. Many parks, athletic facilities and trails will be included in the LED upgrade. Work to start Fall 2017, continue into 2018 in phases.

Lincoln Park Walkways and Fountain Restoration

Fountain reinstalled, 90% walkways poured, utility hookups in progress. Fountain basin in place, surrounding concrete has been poured. Projected finish date: September 15.

Lincoln Park Fence

Funding is in hand to undertake a complete restoration of the original 1860's fence surrounding Lincoln Park. The fence will be dismantled and taken off site for sandblasting, repair and painting. Many sections will need to be re-fabricated as city life has taken a toll over the past 150 years. Engineer has been hired to draw up specifications and put project out to bid Winter of 2017-18, break ground Spring 2018.

Baxter Woods and Nearby Development

Met with Mother House developer concerning mitigation to impacts on Baxter Woods. They will provide significant funding over 10 years to implement staff plan to minimize impacts and provide improvements to the Woods: trail relocation, tree plantings, Ecological inventory and monitoring.

Deering High School and Deering Oaks Tennis and Basketball Court Resurfacing

Complete acrylic resurfacing of these courts will take place early September 2017. US Open color scheme at Deering Oaks, complete with Tennis and Pickleball lines.

Island Playgrounds

Peaks Island Playground improvements will take place fall 2017. Remaining projects at Cliff Island and Great Diamond will be put out to bid for spring 2018 when contractor schedules will allow.

Tree Watering and Drought

Tree watering is on-going through September, this is vital to ensure successful tree establishment. Some trees are showing signs of stress, but we have a good routine to cover new trees and trees planted last year.



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Turtle Relocations

Turtles in Capisic Pond had been moved to Evergreen ponds for construction in 2016. In July 2017, turtles were moved back from Evergreen Pond to their home in Capisic Pond.

Urban Forest Analysis

US Forest Service Urban Forest Inventory Analysis (UFIA) is in progress with inventory of random plots city-wide. This project will study multiple randomly selected forest plots within Portland to study Forest ecology, inventory and long term impacts of urban environment.

<https://www.fs.fed.us/research/urban/fia.php>

Portland Parks Capital Improvements: Projects Over \$25,000

DRAFT, as of 8/30/17

The following schedule illustrates the long term plan for upkeep and improvements of Portland Parks and Open Spaces. It represents the Parks Division's best estimate for timing and cost. Dates and amounts are subject to change at any time. Prior to implementation, all projects would need support of Director of Parks, Recreation and Facilities, City Manager, and City Council.

*Projects marked with *** are new projects proposed by Friends/Neighborhood Groups, not previously on City CIP list.*

Best viewed by printing on 11" x 17" landscape.

		2019	2020	2021	2022	2023	2024	2025	2026	2027	\$2,028	Notes
Annual Total	District	\$2,359,500	\$2,265,580	\$2,100,000	\$1,955,000	\$2,135,000	\$2,105,000	\$1,675,000	\$1,200,000	\$1,475,000	\$280,000	
Athletic Fields												
Deering High School Field Upgrades	5		\$275,000									
Deering Oaks Baseball Lights	2			\$350,000								
Deering Oaks Infield Upgrades	2		\$75,000									
Deering Oaks Volleyball Court Replacement	2									\$75,000		
Dougherty Field--Athletic Field at West School Site, Parking	3	\$350,000										Seeking \$350K match from LWCF
Fencing Replacement	various				\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		
Fitzpatrick Paving and ADA Improvements	2		\$235,000									
Fitzpatrick Scoreboard and Road Drainage	2	\$102,000										
Fitzpatrick Stadium Entrance Upgrade	2								\$75,000			
Fitzpatrick Track Resurfacing	2				\$100,000						\$100,000	
Fitzpatrick to Expo Team Entrance Landscape Upgrades	2								\$100,000			
Fox St Irrigation Replacement	1				\$50,000							
Ludlow Baseball Field Upgrades	5					\$500,000						
Memorial Concession Stand	5					\$250,000						
Memorial Field Artificial Turf Replacement	5	\$673,000										
Memorial Field Drainage and Landscaping	5		\$60,000									
Payson A Replace Lights	4	\$250,000										
Payson B Softball Drainage and Irrigation	4			\$110,000								
Preble St Synthetic Turf Field	1						\$1,000,000					
Riverton Softball Site Work--Drainage and Erosion Issues	5	\$65,000										
Riverton Softball Lighting Replacement	5		\$225,000									
Cemeteries												
Evergreen Columbarium: Phase II and III	5	\$52,000										Already have \$13K, \$65K job
Evergreen Driveway Drainage	5		\$620,580									
Evergreen Repaving Roads	5				\$125,000		\$125,000					
Evergreen Tree Planting	5	In operating budget										
Wilde Chapel Masonry	5						\$500,000					
Community Gardens												
Nasons Corner Community Garden--Location TBD	3						\$30,000					
Parkside Community Garden--Location TBD	2										\$30,000	
Payson Park Community Garden--Expansion	4	\$17,500										
West End/Harborview Community Garden--Location TBD	2			\$30,000								
Courts--Tennis, Basketball, Futsal												
Deering Oaks Tennis Court Lights--Add	2			\$350,000								
Dougherty Field Basketball Resurface	3				\$30,000							
Dougherty Field Basketball Pavilion***	3										\$150,000	
Eastern Prom Tennis and Basketball Court Resurface	1				\$50,000							
Fox St Basketball Resurface	1			\$30,000								
Longfellow Basketball Drainage	5				\$175,000							
Longfellow Basketball Resurface	5				\$75,000							
Lyman Moore Tennis and Basketball Resurface	5					\$60,000						

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Payson Tennis--Add Tennis Court lights	4								\$200,000			
Payson Tennis and Basketball Court Resurface	4			\$50,000								
Riverton Tennis Court Reconstruction	5									\$300,000		
Riverton Tennis Court Resurface	5		\$50,000									
Valley Street Basketball Reconstruction	2			\$65,000								
West End Court Resurfacing (Pleasant St, Tyng Tate, Reiche, Taylor)	2			\$30,000								
Islands												
Peaks Island Skate Park	1					\$75,000						
Park Infrastructure												
Congress Square Park Design and Construction	1	Budgeted in Planning CIP										
Deering Oaks Bandstand Replacement***	2							\$400,000				
Deering Oaks Lighting Replacement***	2	Budgeted in city-wide LED improvement project										
Deering Oaks Pond Wall and Pond-side Plaza Reconstruction	2				\$500,000	\$500,000						
Deering Oaks Ravine Rehab	2									\$475,000		
Deering Oaks Restroom***	2			\$150,000								
Deering Oaks Rose Circle Entrance--Convert to Brick	2							\$50,000				
Deering Oaks Sidewalks and Curbing--Farmers Market Rd. (State to Deering)	2							\$250,000				
Deering Oaks Sidewalks and Curbing--Farmers Market Rd. (Tennis Court to Jenny's Lane)	2							\$200,000				
Deering Oaks Sidewalks and Curbing--Tennis Court Rd (State to Deering)	2								\$275,000			
Deering Oaks Sidewalks--ADA walking paths around pond	2			\$150,000								
Dougherty Field Restroom/Concession Facility	3							\$350,000				
Dougherty Skate Park Expansion	3	\$200,000										\$300K Total, \$100k of private fundraising
Fessenden Park Flower Bed Irrigation	3		\$50,000									
Fort Gorges Structural Improvements	1	\$200,000										\$400K total, 50/50 Match with Friends of FT Gorges
Fort Sumner Reconstruction	1					\$450,000						
Harborview Concrete Stair and Plaza: Resurfacing with Granite***	2							\$25,000				
Harborview Lighting (under Casco Bay Bridge)***	2	Budgeted in city-wide LED improvement project										
Harborview Stairs from Circle Trail Intersection to Commercial St**	2			\$50,000								
Ludlow Pond Drainage	5						\$150,000					
Martins Point Access Improvements	4				\$150,000							\$150K LWCF match
Payson Park Master Plan Update	4			\$30,000								
Payson Park Parking and Trail Construction	4				\$250,000							
Picnic Pavillions	various		\$150,000					\$150,000		\$250,000		
Portland Landing Design Development (Amethyst Lot)	1	\$250,000										
Riverton Trolley Park Trails, Water Access Improvements	5			\$75,000								
Playgrounds and Fitness Courses												
Clark Street Playground	2					\$75,000						
Deering Oaks Playground	2									\$250,000		
Deering Oaks Ravine Wading Pool	2				\$250,000							

DRAFT, as of 8/30/17

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[illegible]

Parks Capital Improvement Plan Timeline

May--June:

1. Department of Parks, Recreation and Facilities issues call to stakeholders (Friends and Neighborhood Groups, the schools, and the public) for project proposals.
 - a. Department of Parks, Recreation and Facilities will publicize the existing 10-year Parks Capital Improvement Plan, so that stakeholders will be aware of the current city-wide 10-year schedule of projects and prioritization.
 - b. If a stakeholder group submits more than one project for consideration, the projects should be listed in an itemized, prioritized list.
 - c. Stakeholders submitting projects not already on the 10-year Parks Capital Improvement Plan should include cost estimates from a qualified engineer, contractor or landscape architect.
2. Project Requests and cost estimates due to Department of Parks, Recreation and Facilities by June 30.

July

1. Department of Parks, Recreation and Facilities compiles and reviews project requests. Sources:
 - a. Existing 10-year Capital Improvement Plan
 - b. Unfunded requests from prior years
 - c. Portland Open Space Vision and Implementation Plan, Parks Master Plans, Facilities Master Plans, Athletic Facilities Task Force Plan, and other relevant plans
 - d. Departmental knowledge and professional insight
 - e. Requests from Friends Groups, schools, and other stakeholders
2. Projects from stakeholders are submitted as requests. Department of Parks, Recreation and Facilities will review all requests and either:
 - a. Add to 10-year Parks Capital Improvement Plan according to 10-year schedule and budget parameters.
 - b. File the project request if deemed inappropriate, undesirable, or unfeasible.
3. Department of Parks and Recreation prepares and submits 10-year Capital Improvement Plan to Parks Commission by July 31.
 - a. Includes in submission all requests from stakeholders
 - b. Includes in submission all recommended projects for upcoming fiscal year.

August--September

1. Parks Commission reviews project proposals for upcoming fiscal year by undertaking these steps:
 - a. Review materials submitted by the Department of Parks and Recreation (which includes requests from public stakeholders)
 - b. Conduct a public meeting(s) to hear from Friends Groups, Neighborhood Associations, and other interested stakeholders
 - c. Following public meeting(s), Parks Commission shall provide recommendations on projects being proposed for upcoming fiscal year, submitted to Department of Parks and Recreation by September 30.

October

1. Final review of 10-year Capital Improvement Plan by Department of Parks, Recreation and Facilities.
2. Backup materials prepared, quotes finalized for projects being recommended for upcoming fiscal year.
3. Staff input of CIP requests into City financial system by October 31.

November

1. Department of Parks, Recreation and Facilities submits the final Departmental recommendation to the City Manager's office; attaches the Parks Commission Recommendations.